

U.S. SENATOR RUSS FEINGOLD

2009 ACADEMY NOMINATION APPLICATION INSTRUCTIONS

GENERAL INFORMATION

Full scholarships are available to students interested in attending one of our nation's premier military academies. These schools offer a quality college education in exchange for a commitment to serve our country as an officer in the U.S. military.

- **U.S. Military Academy (West Point), U.S. Naval Academy (Annapolis), and U.S. Air Force Academy (Colorado Springs)**
 - U.S. Senators and Representatives can make nominations towards one vacancy per year at each of the service academies. The Vice President also nominates candidates from across the country to the academies.
- **Merchant Marine Academy (Kings Point)**
 - The Academy picks four applicants from each state based on the nominations of the state's congressional delegation. All of Wisconsin's applicants compete for these four vacancies.
- **U.S. Coast Guard Academy (New London)**
 - Interested applicants must apply directly to the Academy by writing to: U.S. Coast Guard Academy, Admissions Office, New London, Connecticut, 06320-4195. You can also apply online at www.cga.edu. No congressional nomination is required.

Applicants must be a United States citizen, at least 17 years old and not past your 23rd birthday on 1 July of the year you would enter the academy. You must be a Wisconsin resident to be considered by my office.

NOMINATION PROCESS

In addition to completing the nomination application with my office, it is also necessary for you to open a pre-candidate file with each of the academies you are interested in. The easiest way is to fill out the form on the Academy's website. A list of the websites is enclosed with this packet of information.

I strongly encourage you to complete nomination applications with all your other representatives' offices as well. This will increase your chances of receiving a nomination. Additionally, it will be necessary for you to work with the Department of Defense's medical division to obtain medical clearance for academy attendance.

In order to be eligible for a nomination from my office, your completed application must consist of: the application form, a short essay, a list of activities, your high school transcripts, your ACT or SAT scores, and three letters of recommendation. All of these items must be received by **Friday, October 16, 2009. Please only send applications to my Middleton office. Incomplete applications, or those submitted after the deadline, will not be considered.**

Your application will be reviewed once it has been received by my office. If you are found eligible for an interview, you will receive specific notification by mail. I have appointed an Academy Selection Committee to conduct interviews in late October and early November. The committee interviews candidates in my Middleton and Milwaukee offices and one northern state office.

The nomination process is completed after my Academy Selection Committee has reviewed all pertinent information. By the end of the year, you will be notified as to whether you have received a nomination from my office.

NOMINATION FILE

Your application file must be completed and received by my office on or before **Friday, October 16, 2009**. A complete application includes all of the following items:

1. **Application Form**

Be thorough. You should numerically rank your academy preferences and only list those from which you will accept an offer of appointment. All of the requested information on the application is required for you to be considered for a nomination. Please be sure to sign the form.

3. **Essay**

In no more than 200 words, state in an essay format why you want to attend a service academy. Please attach this to the application.

4. **List of Activities**

Please provide a brief listing of any of the following which apply to you:

- School activities in which you have participated and any leadership roles within those activities.
- Scholastic honors, awards, and scholarships received.
- Extracurricular honors and awards received.
- Community activities in which you have participated
- Current or previous employment
- Any other activities you would like to include (hobbies, special interests, recreational activities).

5. **High School Transcripts**

Include an official transcript of your high school records with a school official's signature or school seal/stamp. It must show your final grades through your junior year, your current grade point average, and your numerical class rank. If your high school does not rank students, please indicate "Does Not Rank." If you are applying during your senior year, please provide a complete high school transcript through your junior year. If you have graduated from high school and are currently attending a college or academy preparatory school, please provide my office with your completed high school transcript as well as one from any other institution you have attended.

6. **College Board Test Scores**

My office must receive scores from either the Scholastic Aptitude Test (SAT) or the American College Test (ACT) by **October 16th**. No one is considered for a nomination unless they have taken one of these tests. It is recommended that you take these exams *prior to September* in order to provide the results to my office in a timely manner. It takes approximately six weeks to receive test results. If you wish to retake one of the tests, please forward a copy of those results to my office as well.

My office will accept the scores directly from the test providers, on an official copy of your high school transcript or a copy of the official report you receive from the testing board. You can have the results sent directly to my office by listing my code for the SAT (1383) or ACT (7197) in the space on the exam where it asks you to list institutions or offices you want to receive your results. Please check with your school guidance counselor for more information about scheduling these tests.

7. **3 Letters of Recommendation**

You are required to submit three, and only three, letters of recommendation. They should come from people who know you personally. You are encouraged to have at least one recommendation from a non-school source. Letters from relatives will not be accepted. Additional letters will not be included in your file. Applicants should collect the letters and send them together as part of the completed application.

INTERVIEWS

Qualified candidates will receive notification of their interview time and place via mail. My office will schedule each applicant for an interview and coordinate with Senator Kohl's office to ensure these two interviews will not be scheduled at the same time. Please keep the following tentative dates open:

- October 31, 2009: Wausau Area
- November 7, 2009: Milwaukee
- November 14, 2009: Middleton

Questions should be directed to Michelle Murray in Middleton at (608) 828-1200 or by email at michelle_murray@feingold.senate.gov.

Your completed application packet should be mailed to the following address:

**Senator Russ Feingold
ATTN: Michelle Murray
1600 Aspen Commons, Rm 100
Middleton, WI 53562**